YOU ARE CORDIALLY INVITED

TO ATTEND…

Annual Title I Meeting



BEAUMONT TECHNICAL CENTER

# Dr. Felita Williams – Director

## Ms. Sonya Sanders – FCS

TITLE I MEETING

Beaumont Technical Center is a Title I school.

TITLE 1 MEETING

You are invited to attend this important meeting that will inform and engage you in our child’s education: Parents Right To Know, School Parent Compact, and School Parent and Family Engagement Policy.

Date: Thursday, September 25, 2023 Time: 3:15pm on Zoom.

Join Zoom Meeting   
<https://us05web.zoom.us/j/82737439164?pwd=7PjapZZ4mGNJoSPA5BTZ4gODqmIXY4.1>

Meeting ID: 827 3743 9164   
Passcode: 1cGu99

For more information: Call Beaumont Technical Center, at (314) 533-2410 ask for Ms. Sonya Sanders your Family and Community Specialist!

# Title 1 Meeting

Date; September 25, 2023

Time: 3:15 pm Zoom

Meeting Facilitator: Dr. Felita Williams & Ms. Sonya Sanders

Meeting Site/Location: Beaumont Technical Center Zoom Meeting

Time Greeting

* Opening Statement – Dr. Felita Williams
* Welcome / Purpose – Ms. Sonya Sanders

Time Dr. Williams with Title I Meeting Details

* What is Title 1.A.
* SLPS Parental Involvement Policy-P1230
* School Parent, Family Engagement Policy
* School Parent Compact
* Parents Right-to-Know
* Parent Notification
* ESSA Complaint Procedures
* SLPS Complaint Procedures (Code of Conduct Handbook)

Time Dr. Williams – What’s New This Year

* Students In Person Full Time.
* My View Literacy, Chapters from *View the Circle*

Time Wrap-up

* Questions & Answers
* PTC Sign up
* Title 1 Bi-Annual Parent Informational Meeting Survey
* Closing Remarks

## 2023/2024 Title 1 Annual Informational Meeting

## Minutes

Date: 9/25/23 Time: 3:15 pm School: Beaumont Tech Center

Center, Zoom. Topic: Title 1 Annual Title 1 Meeting.

Presenter(s): Dr. Felita Williams & Ms. Sonya Sanders.

Handout(s) available: \_\_\_Yes \_\_\_No Scribe: Ms. Michelle Morgan

\_\_\_\_The meeting was presented virtually on Zoom…

Dr.  Felita Williams is inviting you to a scheduled Annual Title 1 Zoom meeting.

Join Zoom Meeting   
<https://us05web.zoom.us/j/82737439164?pwd=7PjapZZ4mGNJoSPA5BTZ4gODqmIXY4.1>

Meeting ID: 827 3743 9164   
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Parents Right-To-Know

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Dear Parent or Guardian:

Our district is required to inform you of information that you, according to Every Student Succeeds Act of 2015 (Public Law 114-95), have the right to know.

Upon your request, our district is required to provide to you in a timely manner, the following information:

* Whether your student’s teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
* Whether your student’s teacher is teaching under emergency or other provisional status

through which State qualification or licensing criteria have been waived.

* Whether the teacher is teaching in the field of discipline of the certification of the teacher; and
* Whether your child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, a building receiving Title I.A. funds must provide to each individual parent:

* Information on the level of achievement and academic growth of your student, if

applicable and available, on each of the State academic assessments required under

Title I.A.

* Timely notice that your student has been assigned, or has been taught for 4 or more

consecutive weeks by, a teacher who has not met applicable State certification or

licensure requirements at the grade level and subject area in which the teacher has

been assigned.

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Parent Notification

The Elementary and Secondary Education Act (ESEA) requires notification to parents when any of the following situations exist in a Local Education Agency (LEA) receiving federal funds. Additional information regarding these requirements can be found in this manual.

1. LEAs must annually disseminate DESE’s ESSA Complaint Procedures to parents of students and appropriate nonpublic school officials or representatives.
2. At the beginning of each school year, a participating LEA must notify the parents of each student attending a school that receives Title I.A funds that they may request and the LEA will provide in a timely manner, information regarding the professional qualifications of their student’s classroom teachers and any paraprofessionals providing services to their child.
3. A school that receives Title I.A funds must provide all parents or guardians notice their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher or a person who is not appropriately certified.
4. Within 30 days after the beginning of the school year, an LEA must inform parents their child has been identified for participation in a language instruction educational program.
5. Parents/guardians of students enrolled in a persistently dangerous school or students who are victims of violent criminal offense while on school property must be notified of their option to transfer their student to a school that is not designated persistently dangerous.

6. Testing Transparency – LEAs must make available to the public for each grade and each assessment required by the state, the following:

a. the subject matter assessed;

b. the purpose for which the assessment is designed and used;

c. the source of the requirement for the assessment (statutory cite);

d. the amount of time spent on the assessment;

e. the schedule for administering the assessment; and, f. the time and format for disseminating results.

**Missouri Department of Elementary and Secondary Education**

**Every Student Succeeds Act of 2015 (ESSA)**

**COMPLAINT PROCEDURES**

This guide explains how to file a complaint about any of the programs1 that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under Every Student Succeeds Act of 2015 (ESSA)2 .

|  |  |
| --- | --- |
| **Missouri Department of Elementary and Secondary Education**  **Complaint Procedures for ESSA Programs Table of Contents** | |
| **General Information**   1. What is a complaint under ESSA? 2. Who may file a complaint? 3. How can a complaint be filed? | |
| **Complaints filed with LEA**   1. How will a complaint filed with the LEA be investigated? 2. What happens if a complaint is not resolved at the local level (LEA)? | **Complaints filed with the Department**   1. How can a complaint be filed with the Department? 2. How will a complaint filed with the Department be investigated? 3. How are complaints related to equitable services to nonpublic school children handled differently? |
| **Appeals**   1. How will appeals to the Department be investigated? 2. What happens if the complaint is not resolved at the state level (the Department)? | |

1. **What is a complaint?**

For these purposes, a complaint is a written allegation that a local education agency (LEA) or the Missouri Department of Elementary and Secondary Education (the Department) has violated a federal statute or regulation that applies to a program under ESSA.

1. **Who may file a complaint?**

Any individual or organization may file a complaint.

1. **How can a complaint be filed?**

Complaints can be filed with the LEA or with the Department.

1. **How will a complaint filed with the LEA be investigated?**

Complaints filed with the LEA are to be investigated and attempted to be resolved according to the locally developed and adopted procedures.

1. **What happens if a complaint is not resolved at the local level (LEA)?**

A complaint not resolved at the local level may be appealed to the Department.

*Programs include Title I. A, B, C, D, Title II, Title III, Title IV.A, Title V* Revised 4/17 *In compliance with ESSA Title VIII- Part C. Sec. 8304(a)(3)(C)*

*Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.*

1. **How can a complaint be filed with the Department?**

A complaint filed with the Department must be a written, signed statement that includes:

* 1. A statement that a requirement that applies to an ESSA program has been violated by the LEA or the Department, and
  2. The facts on which the statement is based, and the specific requirement allegedly violated.

1. **How will a complaint filed with the Department be investigated?**

The investigation and complaint resolution proceedings will be completed within a time limit of forty-five calendar days. That time limit can be extended by the agreement of all parties.

The following activities will occur in the investigation:

* 1. **Record.** A written record of the investigation will be kept.
  2. **Notification of LEA.** The LEA will be notified of the complaint within five days of the complaint being filed.
  3. **Resolution at LEA.** The LEA will then initiate its local complaint procedures in an effort to first resolve the complaint at the local level.
  4. **Report by LEA.** Within thirty-five days of the complaint being filed, the LEA will submit a written summary of the LEA investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public.
  5. **Verification.** Within five days of receiving the written summary of a complaint resolution, the Department will verify the resolution of the complaint through an on-site visit, letter, or telephone call(s).
  6. **Appeal.** The complainant or the LEA may appeal the decision of the Department to the U.S. Department of Education.

1. **How are complaints related to equitable services to nonpublic school children handled differently?**

In addition to the procedures listed in number 7 above, complaints related to equitable services will also be filed with the U.S. Department of Education, and they will receive all information related to the investigation and resolution of the complaint. Also, appeals to the United States Department of Education must be filed no longer than thirty days following the Department’s resolution of the complaint (or its failure to resolve the complaint).

1. **How will appeals to the Department be investigated?**

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond the thirty-day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

1. **What happens if a complaint is not resolved at the state level (the Department)?**

The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

**Beaumont Technical Center**

**3836 Natural Bridge Avenue**

**St. Louis MO 63107**

**314-533-2410**

**School Parent and Family Engagement Policy**

In addition to the district Parent and Family engagement policy, each Title I.A. building must jointly develop with parents of participating children a written parent and family engagement policy. The school policy shall be distributed to parents and made available to the local community. The school policy must be reviewed annually and updated as needed to meet the changing needs of parents, families, and the school. Parents shall be notified of the policies in an understandable and uniform format. To the extent practicable, the policy shall be provided in a language the parents can understand. If the school has a parent and family engagement policy, that policy may be amended to meet the federal policy requirements

The written policy must address all of the following requirements.

**Policy Involvement**

Each building **shall**:

1. convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation in Title I. A, and to explain the requirements of Title I. A, and the rights of the parents to be involved;
2. offer a flexible number of meetings, such as meetings in the morning or evening and may provide, with Title I.A funds transportation, childcare, or home visits as such services relate to parental involvement;
3. involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I.A, including the school parent involvement policy and the joint development of the schoolwide program plan;
4. provide parents of participating children:
5. timely information about Title I.A programs,
6. a descriptions and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the MAP assessment,
7. opportunities, as appropriate, to participate in decisions relating to the education of their children,
8. responses to suggestions in a timely manner; and,
9. if requested by parents:
10. provide opportunities for regular meetings to formulate suggestions, and
11. include comments from parents of participating children who find any aspect of the schoolwide plan unsatisfactory when it is submitted to the district

**Shared Responsibilities for High Student Academic Achievement**

As a component of the school-level Title I.A parent and family engagement policy, each school

participating in Title I.A must jointly develop with parents of participating children a school-parent compact. The compact will outline how parents, the entire school staff, and students will share the responsibility for improving student achievement and describe how the school and parents will build and develop a partnership to help children achieve the Missouri Learning Standards (MLS).

The school-parent compact **must**:

1. describe the school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the MLS, and the way in which each parent will be responsible for supporting their child’s learning, such as monitoring attendance, homework completion, and television watching; volunteering in their child’s classroom; and participating, as appropriate, in decisions relating to the education of their child and positive use of extracurricular time; and
2. address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:
3. parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child’s achievement;
4. frequent reports to parents on their child’s progress;
5. reasonable access to staff, opportunities to volunteer and participate in their child’s class, and observation of classroom activities; and,
6. ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language the family members can understand.

**Building Capacity for Involvement**

To ensure effective involvement of parents and to support a partnership with the

Title I. A school, parents, and the community to improve student academic achievement, each district and participating school **must:**

1. provide assistance to parents of children served by the school or district with such topics as: understanding the MLS, the Missouri Assessment Program (MAP) test and local assessments, understanding how to monitor a child’s progress and knowing how to work with teachers to improve the performance of their child;
2. provide parents the training and materials necessary to improve their child’s achievement such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate to foster parental involvement;
3. educate, with parental assistance, all school personnel in valuing parent contributions; how to reach out to, communicate with and work with parents as equal partners, implementing and coordinating parent programs, and building ties between home and school;
4. coordinate and integrate parent involvement programs and activities such as parent resource centers, to encourage and support parents in more fully participating in the education of their child;
5. ensure information related to school and parent programs, meetings, and other activities is sent to the parents of Title 1.A children in a format and to the extent practicable, in a language parents can understand; and,
6. provide other reasonable support, for parental involvement activities as parents may request.

The district and participating school **may:**

1. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;
2. Provide necessary literacy training with Title I. A funds if the local educational agency has exhausted all other reasonably available sources of funding for such training;
3. Pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions;
4. Train parents to enhance the involvement of other parents;
5. Arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;
6. Adopt and implement model approaches to improving parental involvement;
7. Establish a district-wide Parent Advisory Council (PAC) to provide advice on all matters related to parental involvement in Title I. A program; and,
8. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

Distribution method of Engagement Policy: Check all that apply.

* Bulletin Board
* Email
* Newsletter
* School Website

**Beaumont Technical Center**

**3836 Natural Bridge Avenue**

**St. Louis MO 63107**

**314-533-2410**

***Beaumont Technical Center (CTE)***

***11th & 12th Graders***

**School - Parent Compact**

***2023-2024 SY***

*Beaumont Technical Center,* and the parents of students participating in Title I.A. activities, services, and programs, agree that these compact outlines how the entire school staff, the parents, and the students will share the responsibility for improved student academic achievement.

**School Responsibilities**

*Beaumont Technical Center* and its staff will;

* Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating children to meet the Missouri Learning Standards as follows –
* *Retain appropriately certified principals and teachers,*
* *Provide instruction, materials, and high-quality professional development which incorporates the latest research, and*
* *Maintain a safe and positive school climate.*
* Hold annual parent-teacher conferences to;
* *Discuss the child’s progress/grades during the first quarter,*
* *Discuss this compact as it relates to the child’s achievement, and*
* *Examine the child’s achievement and any pending options at the end of the third quarter.*
* Provide parents with frequent reports on their child’s progress as follows;
* *Weekly packet from the classroom teacher,*
* *Monthly suggestions from the classroom teacher,*
* *Mid-quarter report mailed from the school, and*
* *Quarterly grade cards/reports sent home by the school.*
* Be accessible to parents through;
* *Phone calls or person-to-person meetings,*
* *Scheduled consultation before, during, or after school, and*
* *Scheduled school or home visits.*
* Provide parents opportunities to volunteer and participate in their child’s class, and to observe classroom activities as follows;
  + Listen to children read,
  + Help with classroom decorations, art projects, etc.,
  + Present a program on your culture, a different country, etc., and
  + Assist with holiday programs or parties, educational trips, etc.

**Parent Responsibilities**

I, as a parent, will support my child’s learning in the following ways:

* *Make sure they are in school every day possible,*
* *Check that homework is completed,*
* *Monitor the amount of television watched,*
* *Volunteer in my child’s classroom/school,*
* *Be aware of my child’s extracurricular time and activities, and*
* *Stay informed about my child’s education by reading all communications from the school and responding appropriately.*

**Student Responsibilities** *(revise to make grade appropriate)*

I, as a student, will share the responsibility to improve my academic performance to meet the Missouri Learning Standards and will;

* *Attend school every day possible,*
* *Be respectful toward others,*
* *Do my homework every day and ask for help when I need it,*
* *Read at least 30 minutes every day outside of school time, and*
* *Give all notes and information from my school to my parent/guardian daily.*

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**Principal Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent(s) Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Teacher Date**

**Title I Annual Informational Meeting Survey**

School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| Question |
| * Did you receive timely notification of the Title I Annual Informational Meeting?   Yes ( ) No ( ) |
|  |
| * How did you receive notification of the Title I Annual Informational Meeting?   Newsletter ( ) Phone Call ( ) Flyer ( ) Email ( ) Text ( ) Mailing ( ) |
|  |
| * Did you understand the information presented at the Title 1 Annual Informational Meeting?   Yes ( ) No ( ) |
|  |
| * Please **check** the following documents that you received and understand: * School Parent and Family Engagement Policy * School-Parent Compact * Parents-Right-To-Know * ESSA Complaint Procedure |
|  |
| * Have you received a copy of the SLPS Student Code of Conduct Handbook?   Yes ( ) No ( ) |
|  |
| * Did you attend the Title 1 Review and Revision meeting last spring?   Yes ( ) No ( ) |
|  |
| * Do you feel welcomed at the school for parent/family meetings, conferences, and activities?   Yes ( ) No ( ) |

Do you have any questions, comments, suggestions, or concerns?

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Name (Optional):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Office of Family and Community Engagement

**Family Engagement Activity/Event Evaluation**

School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Activity/Event: \_\_\_\_\_\_\_\_\_\_

Activity/Event Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time of Activity/Event: \_\_\_\_\_\_\_\_\_

**(Please check all that apply):**

School Level/Grade: Type of Activity/Event:

\_\_\_\_ Elementary 1 2 3 4 5 6 7 \_\_\_\_ Parental

\_\_\_\_ Middle 6 7 8 9 \_\_\_\_ Academic

\_\_\_\_ High 9 10 11 12 \_\_\_\_ Special

Please use the following scale to complete this evaluation:

**1 = Unsatisfactory 2 = Fair 3 = Good 4 = Outstanding**

1. Rate this activity/event on improving your knowledge and practice of parental involvement.

1 2 3 4

1. Rate the quality of the content covered in this activity/event.

1 2 3 4

1. Rate the effectiveness of the presenter(s) with the audience.

1 2 3 4

1. Overall rating of the activity/event.

1 2 3 4

Please use reverse side for additional comments and suggestions:

Comments: Please share any additional thoughts, suggestions, or ideas.

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Your Name (Optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_